

Accreditation Cycle 3 Changes to Section H Minimum Program Requirements MPR Indicator Guide

Format Changes:

The Accreditation Quality Improvement Workgroup II (AQIPII) process established uniform definitions and formats for all programs reviewed under the Michigan Local Public Health Accreditation Program. Those changes are reflected in "MDCH Department Policy 8000 (revised 11/4/04)". The policy establishes the principles governing the development and formal adoption of Minimum Program Requirements (MPRs), MPR Indicators, and MPR Indicator Guides.

Upon review of the MPRs and Indicators established for Section H in Cycle 2, it was determined that all of them meet the definition of an MPR. In Cycle 2 there were 6 MPRs along with 15 indicators. In Cycle 3, there are now 20 MPRs and no indicators (one MPR was deleted upon the recommendation of the Section H advisory body). Note that this is a terminology change only.

MPR Changes

- Food Law / Food Code references were expanded in MPR 2 (formerly Indicator 2.1), MPR 5 (formerly Indicator 2.5), MPR 7 (formerly Indicator 2.7), MPR 9 (formerly Indicator 3.1), MPR 16 (formerly Indicator 5.1) and MPR 17 (formerly Indicator 5.2).
- Indicator 2.4 – Follow-up Inspections has been deleted and moved to Important Factor II – Follow-up Inspections.
- Important Factor II – HACCP Program has been deleted.
- The MALEHA Food Committee serves as the Section H MPR Advisory Body. The Food Committee continues to meet to discuss changes to the foodborne illness investigation related MPRs; MPR 19 and MPR 20. It is anticipated that recommendations will be made in mid-2005. The recommendations will be presented for formal adoption when the approval process resumes in January 2006.

MPR Indicator Guide Changes (formerly known as the "Guidance Document")

- MDCH Policy 8000 states that indicators relate to a specific MPR and measure compliance with the MPR. They detail *what* is to be accomplished. They should specify *who, when, how much, and how they will be measured*. Under that definition, the Cycle 2 Guidance Document is a compilation of numerous MPR Indicators. In order to prevent Section H MPRs and Indicators from rising from a total of 20 to around 90, the A-G Workgroup (an AQIP II group that reviewed documents for conformance to MDCH Policy 8000) agreed to allow Section H to remain at 20 MPRs provided the MPR Indicator Guide included a section titled "Program

Indicators” for each MPR. The Cycle 2 Guidance Document has a section under each MPR titled “Evaluation” where a description of how the MPR will be evaluated is described. The section is now titled “Program Indicators” in the Cycle 3 “Program Indicator Guide”.

- MPR 1 – Plan Review. Acceptable SOP documentation guidance was added as a footnote.
- MPR 3 – Inspection Frequency. Under “Program Indicators”, the MDA memo addressing reduced frequency for low risk establishments dated 6/2/03 was referenced.
- MPR 6 – Inspection Procedures. Revised to include the materials used to review MPR 4 – Vending Machine Locations. Bullet #4 was divided into two bullets for clarity.
- MPR 7 – Identification of Critical Violations. Sample selection – the requirement for the field sample to be restricted to “independently owned” establishments was deleted.
- MPR 9 – Records. Record retention schedule is now the “MDCH General Schedule #7”.
- MPR 10 – Enforcement Policy. Added under program indicators: “Determine if the department’s policy has enforcement procedures for addressing unauthorized construction, operating without a license, imminent health hazards, continuous critical and non-critical violations, and recurring critical violations”.
- Important Factor II – Follow-up Inspections. New Important Factor (used to be Indicator 2.4 in Cycle 2). Program Indicators relative to “Information about the corrective action is described on the inspection report. This includes violations corrected at the time of inspection” AND “A separate report form is used to record the results of the follow-up inspection” were moved to MPR 6 – Inspection Procedures.
- Annex 1 – Corrective Plan of Action. Now includes a sample CPA.
- Annex 9 – Approximate Review Timeline for Single Office Agencies (new annex).